

## PROPERTY & INFORMATION TECHNOLOGY COMMITTEE

**DATE: Monday, August 7, 2023**

**TIME: 9:00 AM**

**LOCATION: Room 114, Wood County Courthouse**

1. Call meeting to order
2. Public Comments
3. Approve minutes from previous meetings
4. **Information Technology**
  - a. Vouchers
  - b. Monthly Comments
5. **Maintenance Dept.**
  - a. Vouchers
  - b. Monthly Comments
  - c. Space needs
  - d. Review draft lease agreement for Market Street property
6. Discuss Solar options for Jail project
7. Future Agenda Items
8. Set date and time of next meeting
9. \*\* The Committee may go into closed session pursuant to Wis. Stats 19.85(1)(e) to discuss negotiation for the acquisition within the "Triangle Development"
10. Tour of Branch 4 Courtroom
11. Adjourn

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### **Join by phone**

+1-408-418-9388 United States Toll

Meeting number (access code): 2487 453 2345

### **Join by WebEx App or Web**

<https://woodcountywi.webex.com/woodcountywi/j.php?MTID=m9ff0f5843dabc718abb0a50722954151>

Meeting number (access code): 2487 453 2345

Meeting password: 080723

**PROPERTY AND INFORMATION TECHNOLOGY COMMITTEE  
MEETING MINUTES**

**DATE:** Monday, July 10, 2023  
**TIME:** 9:43 a.m.  
**PLACE:** Wood County Courthouse – Room 114

**PRESENT:** Al Breu, Dennis Polach, Jeff Penzkover, Brad Hamilton, Bill Winch

**OTHERS PRESENT** (for part or all of the meeting): **See attached list**

1. The meeting was called to order at 9:43 a.m. by Chair Breu.
2. Public Comments: None
3. Approve minutes from the previous meetings.

**Motion (Hamilton/Penzkover) to approve the minutes from the previous meetings. Motion carried unanimously.**

4. (a) The Information Technology vouchers were reviewed.

**Motion (Hamilton/Polach) to approve the vouchers for the Information Technology Department. Motion carried unanimously.**

- (b) The Information Technology report was reviewed.
5. (a) Supervisors Winch and Polach asked for clarification on items within the Maintenance vouchers. Facilities Manager Van Tassel answered general questions pertaining to his department's vouchers.

**Motion (Hamilton/Penzkover) to approve the vouchers for the Maintenance Department. Motion carried unanimously.**

- (b) Facilities Manager Van Tassel shared additional information and answered questions pertaining to his monthly report.
- (c) A resolution regarding the purchase of Triangle Development parcels was presented.

**Motion (Hamilton/Penzkover) to approve the resolution and forward to the County Board for their consideration. Motion carried unanimously.**

6. Solar options for the jail were discussed. Van Tassel will bring back additional information and discuss further at the next meeting.
7. **Motion (Hamilton/Penzkover) to move into closed session pursuant to Wis Stats 19.85(1)(e) to discuss negotiation for the acquisition of properties within the "Triangle Development". Motion carried unanimously at 10:43 a.m.**
8. **Motion (Hamilton/Winch) to come back into open session. Motion carried.**

9. Agenda items for the next meeting:

- Space Needs
- Discuss Solar option for Jail projects

11. The next Committee meeting will be Monday, August 7th, 2023 at 9:00 a.m. in meeting room 114.

12. Chair Breu declared the meeting adjourned at 11:29 a.m.

Minutes recorded and prepared by Nicole Gessert. Minutes in draft form until approved at the next PIT meeting.

## Property & Information Technology Committee Meeting July 10, 2023

NAME (PLEASE PRINT)	REPRESENTING
R VANTASSEL	MAINT
AMY KAMP	IT
Bill Cleadowing	WCD #15
NICOLE GESSERT	Maintenance
VIA WEBEX:	
Kim Stimac	Clerk of Courts
Lance Piml	WCD #16
Ed Newton	Finance

# Committee Report

County of Wood

Report of claims for: INFORMATION TECHNOLOGY

For the period of: JULY 2023

For the range of vouchers: 27230275 - 27230315

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27230275	AMAZON CAPITAL SERVICES	IT OFFICE SUPPLIES	06/26/2023	\$16.97	P
27230276	AMAZON CAPITAL SERVICES	HLTH HEADSET CD\$	06/28/2023	\$67.94	P
27230277	AMAZON CAPITAL SERVICES	HLTH HEADSET ADAPTER CD\$	06/30/2023	\$16.16	P
27230278	INTER-QUEST CORP	BR 4 AUDIO	06/22/2023	\$2,745.29	P
27230279	SOLARUS	PHONE CHGS ACCT 00063942-1	07/01/2023	\$2,138.17	P
27230280	SOLARUS	PHONE CHGS ACCT 00077856-5	07/01/2023	\$226.39	P
27230281	SOLARUS	PHONE CHGS ACCT 00061009-7	07/01/2023	\$69.99	P
27230282	TDS TELECOM	PHONE CHARGES	06/28/2023	\$71.34	P
27230283	TDS TELECOM	PHONE CHARGES	06/28/2023	\$58.70	P
27230284	TDS TELECOM	PHONE CHARGES	06/28/2023	\$44.25	P
27230285	TDS TELECOM	PHONE CHARGES	06/28/2023	\$56.70	P
27230286	TDS TELECOM	PHONE CHARGES	06/28/2023	\$17.05	P
27230287	US CELLULAR	CELL PHONE CHGS ACCT 277407322	06/16/2023	\$519.16	P
27230288	US CELLULAR	CELL PHONE CHGS ACCT 851710598	06/16/2023	\$164.46	P
27230289	US CELLULAR	CELL PHONE CHGS ACCT 203538532	06/20/2023	\$2,161.97	P
27230290	US CELLULAR	CELL PHONE CHGS ACCT 203391922	06/20/2023	\$7.39	P
27230291	AMAZON CAPITAL SERVICES	MAINT IPAD CASE, SCRN PROTECTR	07/02/2023	\$207.89	P
27230292	AMAZON CAPITAL SERVICES	SH - USB DRIVES	07/03/2023	\$35.65	P
27230293	AMAZON CAPITAL SERVICES	PE - DIANE TREMMEL UPS	07/03/2023	\$72.78	P
27230294	AT&T MOBILITY	MONTHLY CELL/HOTSPOT CHARGES	06/23/2023	\$395.44	P
27230295	AT&T MOBILITY	MONTHLY CELL CHARGES	06/23/2023	\$1,617.83	P
27230296	CENTURYLINK	PHONE/LONG DISTANCE CHARGES	07/01/2023	\$9.49	P
27230297	CHARTER COMMUNICATIONS (IL Address)	INTERNET PRO100 ACCT 0209726	06/24/2023	\$169.81	P
27230298	GOLDFAX	NETWORK FAXING JUNE 2023	07/06/2023	\$89.75	P
27230299	RHYME BUSINESS PRODUCTS	PRINTER/COPIER CHARGES	07/03/2023	\$7,788.00	P
27230300	TREBRON COMPANY INC	SOPHOS RENEWAL - PAYMENT 3	07/01/2023	\$16,375.00	P
27230301	VERIZON	CELL CHGS ACCT 242258062-00001	07/01/2023	\$6,464.00	P
27230302	CHARTER COMMUNICATIONS (IL Address)	WR FIBER ACCT 0294876	06/28/2023	\$1,335.91	P
27230303	CHARTER COMMUNICATIONS (PA Address)	NETWORK SERVICES	07/01/2023	\$2,608.49	P
27230304	AMAZON CAPITAL SERVICES	HS HEADSET	07/10/2023	\$73.91	
27230305	AMAZON CAPITAL SERVICES	NW HEADSET	07/14/2023	\$47.99	P
27230306	AMAZON CAPITAL SERVICES	CREDIT - HEADSET	07/18/2023	(\$57.76)	P
27230307	CDW GOVERNMENT INC	SHERIFF - KOFAX SOFTWARE	07/01/2023	\$132.04	P
27230308	EO JOHNSON COMPANY INC	PAPERCUT BILLING 2ND QTR 2023	07/13/2023	\$254.82	P

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
27230309	OFFICE ENTERPRISES INC	JD PENCIL DRAWER	07/10/2023	\$50.00	P
27230310	US BANK	CONF LODGING, TRAINING	07/18/2023	\$902.96	
27230311	BAYCOM INC	2023 2ND PC ORDER SHERIFF	07/21/2023	\$128,218.00	
27230312	CDW GOVERNMENT INC	YUBIKEY SUBSCRIPTION	07/11/2023	\$19,648.00	
27230313	CHARTER COMMUNICATIONS (IL Address)	MFLD FIBER ACCT 0364818	07/09/2023	\$357.01	
27230314	AMAZON CAPITAL SERVICES	DISPLAY PORT CABLES	07/18/2023	\$25.08	
27230315	AMAZON CAPITAL SERVICES	HS PHONE CASE	07/18/2023	\$15.99	
<b>Grand Total:</b>				<b>\$195,220.01</b>	

Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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### July 2023

1. Branch IV has been approved by the Chief Judge of the Ninth Judicial District for occupancy. There are additional improvements that are still needed in the existing three courtrooms to update current technology. That hardware is expected to arrive and be installed in August.
2. Network staff have spent a significant amount of time identifying, troubleshooting, and migrating phone lines that were cut at Norwood when bollards were installed around the exterior perimeter of the building. The lines that were cut were fax lines, a secondary fire panel line, and two phone system survivability lines. Most of these lines have been moved to new providers. Two lines still need to be ported to a new provider.
3. Network staff worked with Emergency Management, Communications, and the Communications Center to ensure that the Emergency Management trailer can be used in an emergency for Dispatch purposes. The Communications Center is planning to use the trailer for Law Enforcement dispatching during the Central Wisconsin State Fair in Marshfield.
4. Wood County internet and intranet website updates are being posted continually as we work to keep employees and citizens informed. Extensive web updates for Edgewater Haven and the Health Department continue as EW interim director and WCHD staff work to keep their information current.
5. Continued work on forms process improvement and document storage in Information Technology leveraging Laserfiche.
6. Continued work with the Treasurer's and Finance departments to begin using Electronic Funds Transfer (EFT) rather than paper checks for some accounts payable. The first electronic payment has been transmitted successfully. Work will continue to update department procedures to reflect the new capabilities, and switch vendors over to electronic payments as appropriate.
7. Supported Finance Department in preparing personnel data for the 2024 budget in Questica budgeting software.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

8. Planning for the new printer deployments for the Sheriff's department and Jail is ongoing. The implementation is scheduled to be completed by August 4<sup>th</sup>. Once these devices are deployed, this will signify the first time all Wood County printer and copier contracts are managed under a single unified contract.
9. Work is complete for the upgrade to the server and database for the Phoenix Fuel management system for the Highway Department.
10. Continued work consolidating programming source control systems in order to organize historical and ongoing projects. Eliminated a server as part of the Server OS update project.
11. Currently working on deploying Dispatch and Sheriff Squad devices. Testing of Cellular options for Squads is being conducted. Machines are being deployed with the most current Operating System, so additional testing is needed before deployment.
12. In the past, we had a HIPAA audit completed. The Services Support Analyst is now going over the results of this audit to ensure that we have made the recommended improvements. Also, working to create draft policies that are recommended/required to remain compliant with HIPAA regulations.
13. Wood County IT deploys SSL certificates to our servers to ensure that users and applications securely communicate with authentic Wood County servers. With the current standards, we need to renew these certificates on an annual basis. Time was spent in July updating the certificate that allows secure communication with co.wood.wi.us server addresses. We use this domain for our internal server communication. Our woodcountywi.gov certificate will expire in September so we will begin to replace those certificates soon.
14. Support for GCS\Catalis property tax systems is ongoing and an annual application upgrade was completed. The current property tax software version end-of-life is set for Fall of 2023. The existing property tax system is on-prem, servers at Wood County. The upgraded version will be cloud based. Contract negotiation for system migration was finished in late May. System migration is scheduled to begin in May 2024 and we do prefer this later timeframe.





# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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15. Support for Norwood Healthcare Center and Edgewater Haven Matrix software is ongoing. Security audit log data and instruction on how to generate audit log data has been provided to meet supervisor requests. Extensive work to setup and configure new providers for Edgewater Haven continues as we work to replace the recently retired provider.
  16. The TimeStar, electronic time card and time tracking software system configuration changes is ongoing. Staff works to adjust settings as change requests occur. PBJ reports are submitted to CMS (Centers for Medicare & Medicaid) using TimeStar data for both the Edgewater and Norwood Facilities.
  17. Support and upgrades for multiple departmental use of Quicken software is ongoing.
  18. IT begins using and adjusting the newly developed project request form and policy. This form will increase efficiency for both requestors and IT staff and help to ensure that we provide excellent and cost effective solutions.
  19. The Register of Deeds work to upgrade multiple applications continues each week. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates. ROD server replacements will be scheduled for 2023.
  20. Continue to add phones and other devices to our MDM (Mobile Device Management) program and document the process.
  21. Staff is working with Highway and Veterans departments to determine needs for video conferencing and digital signage.
  22. IT staff continue to collect and report data needed by the Finance Department in order to meet new accounting requirements concerning subscription based software assets.
  23. Performed requirements gathering, SQL Server upgrades, and application testing as part of the Server OS update project. This ongoing project takes considerable time to plan, test, and implement.
  24. Proposal review is in progress for a project to replace and update Highway Department Scale hardware and software at Wisconsin Rapids and Marshfield locations.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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25. Wood County staff continue to expand their cyber security knowledge through phishing and training campaigns. IT staff continue to expand their knowledge as well through MS-ISAC membership calls, vendor sponsored workshops, and a mentorship with a Cybersecurity Executive.
  26. Continue to investigate bugs within Human Services Electronic Health Record System, SmartCare.
  27. In 2025 our current Microsoft Office Suite will no longer be supported. In effort to begin this massive change to Microsoft's Office 365 (O365), IT staff is already working to get O365 setup using best practices and to ensure ample time to test, train and plan. This change will affect all staff. We continue to work to deploy O365 to a small group of users which now includes the Coroner, select Norwood staff and IT staff. Training on O365 and SharePoint continues.
  28. Continue to investigate all cyber threats that are reported by security infrastructure alerts or County employees.
  29. The IT Security Team continues the Security Awareness Program. To remain in compliance with the KnowBe4 guarantee simulated Phishing tests need to be completed regularly, at minimum once a month.
  30. For the month of June, 563 helpdesk requests were created, with staff completing 600 tickets and leaving 104 open requests. In addition, there are currently 77 project requests.
  31. Continue programming of new network hardware to replace aging or no longer supported hardware at our remote sites such as parks and tower sites.
  32. Continue to apply numerous security patches to servers. These updates include fixes for functionality and security patches that keep servers as secure as possible.
  33. IT Management has been involved in the Wood County broadband initiatives including attending meetings of the Broadband / Digital Equity Solutions Team.
  34. Work on the 2024 budget has begun. IT manages three budgets: IT Main, VOIP, and PC Replacement. There are also varies reports and information provided to other departments during budget time.



# Wood County WISCONSIN

## INFORMATION TECHNOLOGY

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35. Programming staff attended an IT training conference.
36. Programming staff work to provide review and support of systems previously assigned to the now vacant analyst position.
37. IT staff with guidance from Corp Counsel, work to compose image consent policy. This policy offers guidelines concerning use of published images and will help to protect the County from lawsuit.
38. IT staff continue working to restore and import 15+ years of digital archive tax roll data into Laserfiche for the Treasurer.
39. The Register of Deeds work to upgrade multiple applications continues each week. IT staff escorts and assists the vendor, Fidlar Technologies, with server and application updates. ROD server replacements will be scheduled for 2023.

## Committee Report

County of Wood

Report of claims for: MAINTENANCE

For the period of: JULY 2023

For the range of vouchers: 19230518 - 19230580

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19230518	ADVANCE JANITORIAL SERVICE & SUPPLY	ADV009	06/25/2023	\$6,581.65	P
19230519	ADVANCE JANITORIAL SERVICE & SUPPLY	CLEANING RIVER BLOCK	06/25/2023	\$3,979.85	P
19230520	HERRICK COMPANY	COAT OF ARMS WALL PLAQUES	06/23/2023	\$2,000.00	P
19230521	OFFICE ENTERPRISES INC	CH UPDATES - MOVE IT PANELS	06/02/2023	\$800.00	P
19230522	PROSPERITY GRANTS LLC	GRANT FUNDER SEARCH	06/21/2023	\$250.00	P
19230523	QUALITY DOOR & HARDWARE	RB SERVICE CALL	06/16/2023	\$200.00	P
19230524	SHERWIN-WILLIAMS CO THE	CH PAINT	06/23/2023	\$171.35	P
19230525	QUALITY PLUS PRINTING INC	SIGNS	07/05/2023	\$126.92	P
19230526	CONSOLIDATED WATER POWER COMPANY	RIVER BLOCK ELECTRIC JUNE 2023	07/05/2023	\$6,637.23	P
19230527	CRESCENT ELECTRIC SUPPLY CO	BR 4 - CAT6 CABLE	06/19/2023	\$1,106.23	P
19230528	CRESCENT ELECTRIC SUPPLY CO	RB UPDATES - WIRE	06/28/2023	\$228.24	P
19230529	CURRENT TECHNOLOGIES INC	CH UPDATES - IT OFFICE	06/21/2023	\$92.30	P
19230530	ERON & GEE/HERMAN'S PLUMBING & HEATING	TEST BACKFLOW PREVENTERS	06/21/2023	\$295.00	P
19230531	MENARDS - PLOVER	RB UPDATES - LED LIGHTS	06/28/2023	\$2,299.80	P
19230532	QUALITY DOOR & HARDWARE	RB UPDATES - DOOR HARDWARE	06/15/2023	\$326.76	P
19230533	WASTE MANAGEMENT	WASTE DISPOSAL FEES	07/06/2023	\$994.60	P
19230534	WATER WORKS & LIGHTING COMM	SHERIFF LOCKUP OUTDOOR LIGHTS	06/28/2023	\$12.36	P
19230535	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC SVC JOINT USE	06/28/2023	\$223.48	P
19230536	WATER WORKS & LIGHTING COMM	RIVER BLOCK WATER/SEWER	06/28/2023	\$660.68	P
19230537	WATER WORKS & LIGHTING COMM	ELECTRIC SVC SHERIFF LOCKUP	06/28/2023	\$48.60	P
19230538	WATER WORKS & LIGHTING COMM	RIVER BLOCK OUTSIDE LIGHTING	06/28/2023	\$100.74	P
19230539	WE ENERGIES	GAS SERVICE JAIL	06/30/2023	\$260.68	P
19230540	WE ENERGIES	GAS SERVICE 441 SARATOGA ST	06/30/2023	\$10.67	P
19230541	WE ENERGIES	GAS SERVICE RIVER BLOCK	06/30/2023	\$302.16	P
19230542	WE ENERGIES	GAS SERVICE SHERIFF LOCKUP	06/30/2023	\$8.25	P
19230543	WE ENERGIES	GAS SERVICE COURTHOUSE	06/30/2023	\$398.29	P
19230544	WE ENERGIES	GAS SERVICE JOINT USE BUILDING	06/30/2023	\$8.25	P
19230545	VENTURE ARCHITECTS	JAIL PROJECT - PROF SERVICES	06/27/2023	\$47,394.04	P
19230546	DIAMOND BUSINESS GRAPHICS	ENVELOPES	07/12/2023	\$94.00	P
19230547	ACE HARDWARE	SHOP SUPPLIES	07/06/2023	\$71.94	P
19230548	CONSTELLATION NEWENERGY-GAS DIVISION	CH, JAIL, RB GAS SERVICE	07/13/2023	\$718.31	P
19230549	HENRICKSEN AND COMPANY INC	CH UPDATES - IT OFFICE	06/23/2023	\$106.96	P
19230550	HENRICKSEN AND COMPANY INC	BR 4 - FURNITURE	06/27/2023	\$665.04	P
19230551	HOME DEPOT CREDIT SERV (Maintenance)	CH, BR 4, RB, RB UPDATES	07/05/2023	\$902.87	P

Voucher	Vendor Name	Nature of Claim	Doc Date	Amount	Paid
19230552	PER MAR SECURITY SERVICES	RB FIRE ALARM INSPECTIONS	07/08/2023	\$649.68	P
19230553	WINSUPPLY OF WISCONSIN RAPIDS	PLUMBING SUPPLIES	06/27/2023	\$319.42	P
19230554	THE SAMUELS GROUP INC	JAIL PROJECT - 18TH PAYMENT	07/10/2023	\$4,187,532.68	P
19230555	WYSWYSIA LLC	PURCHASE 321 MARKET ST, WR	07/20/2023	\$111,428.67	P
19230556	ABSTRACTS & LAND TITLES	PURCHASE 181 MARKET ST, WR	07/20/2023	\$218,147.51	P
19230557	AMAZON CAPITAL SERVICES	BR 4 - SUPPLIES	07/10/2023	\$46.70	
19230558	CURRENT TECHNOLOGIES INC	ELECTRICAL WORK	07/12/2023	\$84.99	
19230559	ECON ELECTRIC	BR 4 - ELECTRICAL WORK	07/14/2023	\$2,137.65	
19230560	FREEDOM PEST CONTROL LLC	RIVER BLOCK PEST CONTROL	07/17/2023	\$42.00	
19230561	FREEDOM PEST CONTROL LLC	COURTHOUSE PEST CONTROL	07/17/2023	\$42.00	
19230562	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	07/05/2023	\$541.61	
19230563	CINTAS CORPORATION	MAT CLEANING RIVER BLOCK	07/14/2023	\$122.32	
19230564	CINTAS CORPORATION	MAT CLEANING COURTHOUSE	07/19/2023	\$463.05	
19230565	GRAINGER (Maintenance)	CH SECURITY - LOCK KIT	07/17/2023	\$75.48	
19230566	RAPID QUALITY LAWN & LANDSCAPING	FERTILIZE WEED CTRL SPRINKLERS	07/16/2023	\$388.62	
19230567	RON'S REFRIGERATION & AC INC	BR 4 SERVICE CALL	07/14/2023	\$590.00	
19230568	SCHULIST'S CUSTOM CABINETS	BR 4 - CABINETS, WOOD WORK	07/11/2023	\$83,992.00	
19230569	SHRED SAFE LLC	CONFIDENTIAL SHREDDING	07/18/2023	\$210.00	
19230570	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE JAIL	07/13/2023	\$2,676.87	
19230571	WATER WORKS & LIGHTING COMM	WATER/SEWER/ELEC 441 SARATOGA	07/13/2023	\$211.26	
19230572	WATER WORKS & LIGHTING COMM	WATER/SEWER SERVICE COURTHOUSE	07/13/2023	\$1,031.28	
19230573	WATER WORKS & LIGHTING COMM	ELEC SVC COURTHOUSE SECURITY	07/13/2023	\$36.54	
19230574	WATER WORKS & LIGHTING COMM	ELECTRIC SERVICE BAKER LOT	07/13/2023	\$39.05	
19230575	WATER WORKS & LIGHTING COMM	RB PARKING LOT STORM SEWER	07/13/2023	\$38.92	
19230576	WATER WORKS & LIGHTING COMM	RIVER BLOCK STORM SEWER	07/13/2023	\$45.30	
19230577	WATER WORKS & LIGHTING COMM	SARATOGA ST STORM SEWER	07/13/2023	\$7.80	
19230578	WATER WORKS & LIGHTING COMM	COURTHOUSE STORM SEWER	07/13/2023	\$95.81	
19230579	WATER WORKS & LIGHTING COMM	COURTHOUSE ELECTRIC	07/13/2023	\$12,718.02	
19230580	US BANK	RB SUPPLIES	07/18/2023	\$99.99	
<b>Grand Total:</b>				<b>\$4,701,892.47</b>	

Signatures

Committee Chair: \_\_\_\_\_

Committee Member: \_\_\_\_\_

Committee Member: \_\_\_\_\_

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## Letter of Comments August 2023

### Ongoing Projects and Planning

**Jail Project** – Work on the jail continues to go well. While some of the focus will remain on getting the exterior of the building closed in before winter weather arrives, work on the interior is increasing. Masonry walls, mechanical, electrical, and plumbing installation are all underway on the second floor. Sections of the exterior stormwater management system are also currently being installed.

**Courthouse** – After recent approval by the County Board, acquisition of two parcels along Market Street has been completed. I am continuing to work with the City and other parcel owners on long-term planning for improved accessibility and parking for all Courthouse visitors.

The new Branch 4 Courtroom is operational; some small adjustments are expected as staff begin using this new space.

**River Block** – An update to the emergency power system was completed in July; this will provide more reliable egress lighting during power outages. Our electric utility provider has gathered more information regarding changes to our service that will reduce Wood County's liability for future infrastructure failure; I hope to have more information from them before the end of August.

**Space Needs** – I am reviewing some information with the Highway Department regarding improvements to accessibility and security at their Wisconsin Rapids location.

### Miscellaneous

Attended PIT, Operations, HIRC, County Board, and numerous project meetings.

Contrary to last month's report stating the new Maintenance Department Supervisor would be joining our team on July 17th, our candidate got a last-minute offer he couldn't refuse from his current employer and will not be joining our team after all. HR has reposted the position, and we are currently reviewing a new list of applicants.

Received a request from a local non-profit to hold an event in our "Elks Lot."